

APPROVED MINUTES
CITY OF MILPITAS

Minutes: Regular meeting of Recycling and Source Reduction Advisory Commission
Meeting Date: January 25, 2005
Meeting Time: 7:00 p.m.
Meeting Place: Community Center Rms. 7 & 8

I. **ROLL** The Chair Keith Walker called to order the Milpitas Recycling and Source Reduction Advisory Commission at 7:02 p.m. Commissioners Blake, Dizon, Downey, Mercado, Yung and Ybarra were present. BFI staff Jeanne Mader was also in attendance. Staff present: Darryl Wong, Marilyn Nickel, Elizabeth Koo and Craig Wisneski were present.

II. **MINUTES** The minutes from the meeting of October 26, 2004.

Motion to approve
M/S: Downey/Dizon

Ayes: All

III. **PUBLIC INPUT**

IV. **ANNOUNCEMENTS**

V. **AGENDA** The agenda for this meeting was approved.

Motion to approve the agenda as submitted.
M/S: Dizon/Downey

Ayes: All

VI. **OLD BUSINESS**

1. Diversion Rate Update – Nickel reported that cities are required to submit annual reports to the California Integrated Waste Management Board (CIWMB). The CIWMB provides data on population, sales tax, employment and the Consumer Price Index (CPI) that are used in the calculation of each cities' diversion number. The estimated 2003 diversion rate for Milpitas is 39%. Wong announced that the City would meet with a CIWMB representative in order to determine options. Commissioner Downey asked which cities had the highest and lowest diversion percentages. Koo responded that based upon preliminary CIWMB diversion information, Monte Sereno was the highest and Morgan Hill as the lowest. Commissioner Blake asked about possible penalties for not meeting the 50% diversion. Wong answered that there is a \$25,000 penalty but Milpitas has demonstrated "good faith efforts" in the past. Commissioner Yung asked what factors caused the drop to 39%. Nickel distributed a chart titled "Milpitas Summary Chart 1995-2003" that showed a strong link between taxable sales and diversion rate. Commissioner Yung asked if the State was considering changing the calculation. Wong responded that the State is reviewing the formula but has not come up with anything better. Commissioner Mercado asked how the City was planning to improve the diversion number. Wong responded that the City would continue to work with BFI to increase commercial recycling and in the implementation of residential single-stream recycling in Feb. 2006.

2. Midtown Recycling Update – Wong reported that former Commissioner Andrade-Bunnell raised the issue of recycling in the Midtown project at the last RSRAC meeting. There has been no official request submitted to date. Wong recommended a group e-mail from RSRAC that would serve as a formal request that recycling be included in the Midtown project. Chair Walker to draft an e-mail and forward to Koo for further distribution and review by the rest of the commission.

VII. NEW BUSINESS

1. Election of Officers - Koo reported that the commission's bylaws dictate that an annual election for Chair and Vice Chair must be conducted at the first meeting of the year. The Chair is responsible for calling to order and presiding over all sessions. The Vice Chair assumes the Chair's duties in their absence. Each term lasts for one year. Chair Walker was nominated for a second term by Commissioner Downey and the motion was second by Commissioner Dizon with unanimous approval. Commissioner Downey was nominated as vice-chair by Commissioner Dizon and the motion was second by Commissioner Yung with unanimous approval. Chair Walker and Commissioner Downey sustained in each respective nomination.
2. Recycling in City Parks – At the last meeting, there was a suggestion to include recycling at City parks. Staff Craig Wisneski was present to respond to questions relating to public work operations. Commissioner Downey suggested the introduction of recycling containers to capture recyclable material which could be made available to the public to bring to buy-back centers. Staff identified concerns with the ability to including this new service at the current staffing level. Chair Walker suggested that the City could maintain the current staff level by purchasing compartmentalized vehicles to hold both trash and recyclables. Wong reported that the City is at zero budget and could not accommodate any new equipment costs. Commissioner Yung asked if City public work staff would be willing to volunteer hours at no additional compensation. Commissioner Downey remarked that teens are a huge generator of recyclables (i.e. sports drinks, soft drinks, etc.). Chair Walker asked if it would be an infringement of the City maintenance unions to allow kid sports teams to collect recyclables as part of their “post-game clean-up” requirements and keep the earnings from these materials. Wisneski did not feel that this arrangement would be an issue with the unions. Wong suggested that BFI donate recycling equipment (i.e. 96-gallon carts). City staff to make the appropriate inquiries and report back at the next meeting.
3. Public Works Scrap Metal – At the last meeting, a question was raised on the end-use of scrap metal generated or collected by Public Works. Staff Wisneski reported that most of the material that can be recycled are either returned to the manufacturer for credit or for a replacement. Only a small percentage is taken to the dump. Commissioner Mercado asked if records are kept on what is recycled. Wisneski reported that there are no such records.
4. New BFI Contract – Wong reported on several new updates to the recently negotiated contract.
 - Push and Return. Many customers elect to not use the push and return service provided by BFI although there are a number of long-standing setback problems. City Council approved mandatory push and return service after 2 citations have been issued..

- Rate Increases. A 5% residential rate increase. A commercial rate increase range of 3.6 – 8%. Rate increases to occur over a 3-year period. This atypical time frame is to accommodate the implementation of single-stream recycling in 2006.
 - Street Sweeping Services. Includes half of the year 2004 through 2007. After 2007, the City would pay the competitive rate until 2017.
 - Spring Clean-Up Event. Every neighborhood to have access to these Saturday events.
 - Senior Bulky Item Pick-up. Two (2) free annual pickups for seniors.
 - Scout trucks. Will allow new service style pick-up for high-density developments or otherwise demonstrating special needs.
5. New Library Name – Koo reported that on October 5, 2004, the City Council directed that all City commissions consider the Council Facilities Naming Subcommittee recommendations to 1) name the new library the “Milpitas Dr. Martin Luther King Jr. Library” and 2) schedule program and activities to celebrate Cesar Chavez Day, on or near March 31. Commissioners Blake and Yung felt that there were too many structures dedicated to Martin Luther King Jr. which at some point makes the name commonplace. Commissioner Yung felt that if the Milpitas library was to be named after an individual, it should be for someone who has made a significant contribution to Milpitas. Commissioner Ybarra remarked on Cesar Chavez’s impact during his childhood. Chair Walker suggested retaining the current library name and naming rooms within the library for individuals. Unanimous agreed on this suggestion. All commissioners also agreed with the Subcommittee’s recommendation #2.

VII. STAFF ACTIVITIES

– Koo provided highlights on a couple of events.

1. Spangler School Beautification event on Oct. 23, 2004 – BFI announced that the event was a success.
2. Reviewed advertisements and public service announcements for the BFI holiday schedule and holiday tree recycling.

VIII. ROUNDTABLE/ANNOUNCEMENTS

- Koo announced that the 2005 commission recognition dinner is scheduled for Wednesday, April 20, 2005 at the Embassy Suites in Milpitas. Per survey results, commissioner gifts are to be donated to the City’s Recreation Assistance Program (RAP).
- Koo announced that the SB20/50 Electronic Waste Recycling Act became effective on January 1, 2005. Electronic waste recycling fee collection on Plasma televisions and Liquid Crystal Display televisions to become effective as of July 1, 2005. Commissioner Yung asked if there is a flat fee. Nickel responded that the fee was a sliding scale based upon the amount of the item. Wong reported that people who purchase out-of-state electronic equipment over the internet will be required to pay the recycling fee. He expects that this will be challenged. Staff to continue to watch for future actions on this item.

IX. FUTURE AGENDA ITEMS

X. ADJOURNMENT

Motion to adjourn the meeting at 8:30 p.m.

M/S: Blake/Dizon

Ayes: All

APPROVED MINUTES
CITY OF MILPITAS

Minutes: Regular meeting of Recycling and Source Reduction Advisory Commission
Meeting Date: April 26, 2005
Meeting Time: 7:00 p.m.
Meeting Place: Community Center Rms. 7 & 8

I. ROLL

Chair Walker called to order the Recycling and Source Reduction Advisory Commission at 7:06 p.m. Commission members Mercado, Ybarra, Blake, Dizon, Yung, and Downey were present. BFI staff Desi Reno, Jeanne Mader and Annette Poliwka were also in attendance. Staff present: Darryl Wong, Marilyn Nickel, Elizabeth Koo and Vice-Mayor Gomez.

II. MINUTES

Commission reviewed the minutes from the meeting of January 25, 2005.

Motion to approve with changes to references to “committee”. “Commission” to replace “committee”.

M/S: Blake/Yung

Ayes: All

III. PUBLIC INPUT

None

IV. ANNOUNCEMENTS

Staff Koo distributed Certificates of Appreciation to commissioners for service performed in 2004.

V. AGENDA

The agenda for this meeting was approved.

Motion to approve with changes to references to “committee”. “Commission” to Replace “committee”.

M/S: Blake/Dizon

Ayes: All

VI. NEW BUSINESS

1. *Midtown Recycling* – Koo distributed draft text for letter requesting that recycling be included in the Midtown plans. Minor grammatical edits to be included and revision to be e-mailed for group review. Upon approval, final draft to be submitted to appropriate City departments.
2. *Recycling at Youth Sports Events Update* – Wong summarized staff's findings on recycling at youth sporting events. Chair Walker noted that kids often bring their own recyclable containers (e.g. water bottles, Gatorade, etc.) which would increase the amount of expected diversion. Commissioner Yung suggested the Youth Advisory Commission's involvement in promoting recycling. Several commissioners noted that youth often learn outside of the home. Recycling at parks would encourage recycling at home. BFI staff Reno suggested that since single-stream recycling will begin in Feb. 2006, using similar containers in parks would help with public recognition. Staff Wong to check public works crews' ability to set out carts for pickup by BFI. He will also review pilot program again for possible revision. Commissioner Blake inquired about the suppliers of disposable cups. Would it be possible for vendors to change their cup material or use some other alternate materials? Chair Walker to research and respond at next session. BFI staff Reno reported that although a cup may be

recyclable, there is no CRV value and thus no incentive. Commissioner Blake suggested advertisement of recycling in the park once residential single-stream becomes available.

3. *2003 Base Year Study Update* – Staff Koo reported that City and BFI staff has had two meetings with the State to calculate a new base year. It was determined that recycled tonnage was not included in the original base year (1990). Tentative calculations estimate that the new diversion amount would be over 50%. Additional research is needed before a final submittal. The City plans to provide the information to the State within the next month. Staff Wong reiterated that self-haul tonnage was not included in the original base year calculations. Commissioners asked about significance of 50% diversion. BFI staff Reno summarized the history behind the state mandate to divert 50% of landfill tonnage. Commissioner Blake summarized that current realities were not reflected in the original base year.
4. *Illegal Scavenging Update* – Staff Wong explained that illegal scavenging has been occurring. Pre-sorted material is being collected from curbside bins and returned for money by non-BFI personnel. Police department has been asked to help with enforcement. Materials that are put curbside become the property of BFI. The solid waste contract dictates that after a certain milestone, the City gains financially. Illegal scavenging becomes theft and it becomes lawful for police to enforce. Violations are based upon observation of real-time incidents. Police have now stepped up enforcement to patrol areas, make observations and act accordingly. Commissioner Blake noted that this would likely be a low priority as there is little value in recyclables. Suggested that BFI should provide route maps to the police dept. to determine collection days and times. Staff Koo confirmed that this has already occurred. Chair Walker asked if there are fines for offenses. Staff Wong recalled that there is some type of penalty. BFI staff Reno reported that other related problems include littering and financial losses. Believes that single-stream will help alleviate this problem.
5. *Neighborhood Clean-Up Events* – Staff Nickel reported that City is divided into (5) different areas for clean-up. Conducted first and second cleanups on April 9 and 23. First event collected 99% garbage and 1% recyclables. Second event collected 48% garbage and 52% recyclables. Vice Mayor Gomez asked how crowd control was handled. BFI staff Mader responded that door hangers and ID were required. There have been no issues with this to date. BFI staff Reno reported that this was held on a household dump day to limit the event to those who needed it.
6. *2005 Compost Giveaway Event* – Staff Nickel reported that compost giveaway coupons were wrapped around thrown copies of the Milpitas Post. The April 2 event was a way to celebrate Earth Day. In 2005, 1,714 bags were distributed. In 2004, 1,994 bags were distributed. In 2003, 1,770 bags were distributed. Commissioner Dizon asked what would happen for those residents who missed this event. Staff Nickel reported that a second event was held on April 16.
7. *Commissioner Participation in July 4, 2005 Parade* – Staff Koo reported that recreation staff is seeking community participation in the 2005 parade. It will be a local event for the community to celebrate Milpitas and the Fourth of July. There are no judges or awards. Copies of the application and rules were distributed. After a lengthy discussion, it was agreed that Chair Walker would provide homemade banners to decorate BFI's antique garbage truck. Commissioners agreed upon the slogan "Keep our city green and clean". BFI staff Mader to work with Chair Walker on size of the lettering.

VII. STAFF ACTIVITIES

– Staff Koo reported on a few highlights. Recent odor outreach included a flyer in the March 24 edition of the *Milpitas Post* and ad in the spring edition of the *Milpitas Connection*. Also, an updated Household Dump Day flyer was mailed to all residents. City received positive feedback including a phone call from former RSRAC commissioner Steve Soriano. Commission Yung noted that the inserted map for the compost giveaway was incorrect.

VIII. ROUNDTABLE/ANNOUNCEMENTS

- Commissioner Blake reported that at a recently attended “Commissioner School”, he noted that other commissions have business cards. Staff Wong offered to bring commissioner card samples and cost estimates to the next meeting.
- Commissioner Blake reported that Mayor Esteves asked if RSRAC has any project ideas. One idea that he thought of was water conservation as a RSRAC project. Commissioner Blake noted the costs of water, electricity, handling, etc. could be eliminated based upon water provided solely upon request at restaurants. There was a lengthy discussion on water served (or not) at various restaurants. Vice-chair Gomez suggested that the commission agendaize the topic for the next meeting and prepare a formal recommendation. Staff Wong recalled that the Milpitas Municipal Code (MMC) specifies that water is to be provided at restaurants only upon request. City staff to research and e-mail information. Commissioner Blake to prepare draft resolution to be discussed at the next session.
- BFI staff Mader introduced Annette Poliwka as the commercial recycling coordinator.
- City staff Wong announced recruitment for the Open Government Commission. Noted that commissioners may serve on only one commission at a time but encouraged RSRAC commissioners to share the information with others who may be interested (and are not currently serving on a commission).

IX. FUTURE AGENDA ITEMS

- 1) Water conservation efforts by limiting water served at restaurants only upon request.
- 2) Business cards

X. ADJOURNMENT

Motion to adjourn the meeting at 8:24 p.m.
M/S: Dizon/Walker

Ayes: All

Minutes: Regular meeting of Recycling and Source Reduction Advisory Commission
Meeting Date: July 26, 2005
Meeting Time: 7:00 p.m.
Meeting Place: Community Center Rms. 7 & 8

- I. **ROLL** The Chair Keith Walker called to order the Milpitas Recycling and Source Reduction Advisory Commission at 7:05 p.m. Vice-Chair Downey, commissioners Yung and Blake were present. At 7:08 pm, commissioner Ybarra arrived. BFI staff Bill Jones and Jeanne Mader were also in attendance. City staff Darryl Wong, Marilyn Nickel and Elizabeth Koo were present.
- II. **MINUTES** The minutes from the meeting of April 26, 2005.
- Motion to approve
M/S: Blake/Downey Ayes: All
- III. **PUBLIC INPUT**
No public in attendance.
- IV. **ANNOUNCEMENTS**
Chair Walker announced that he has resigned from the Milpitas Unified School District (MUSD). Noted that his commission position represents the institutional sector. Koo reported that the City Clerk confirmed with the City Attorney that it would still be appropriate to serve in his current capacity as one's experience does not change. Chair Walker will wait to hear for MUSD's preference in this matter.
- V. **AGENDA** The agenda for this meeting was approved.
- Motion to approve the agenda as submitted.
M/S: Blake/Downey Ayes: All
- VI. **NEW BUSINESS**
1. **2003 Base Year Study Update** – Staff Wong gave background information on current base year (1990) and description of adjustment factors: population, taxable sale, employment, and Consumer Price Index (CPI). Due to recent economic conditions, city's diversion rate dropped from 47% in 2002 to 39% in 2003. The California Integrated Waste Management Board (CIWMB) offers an option to recalculate a new base year. City worked with the state's representative and BFI to gather information and package a submittal. Staff Wong attended the state's committee meeting on July 12 in which Milpitas' proposed 2003 new base year was reviewed. Committee increased the proposed diversion rate from 53 to 54%. This was adopted at the full board meeting on July 19, 2005. BFI staff noted that single-stream recycling will also help in increasing future diversion.
2. **Neighborhood Cleanup Event Summary** – Staff Nickel reported that neighborhood cleanups are part of a new program implemented in Spring 2005. Purpose was to help

individuals with large bulky items that could not get to a Household Dump Day. Materials were sorted on-site. Overall, the events were successful. There has been some discussion on consolidating those locations with low turnouts in order to more effectively capture material.

3. **Miscellaneous Updates -**

- **Midtown Recycling Letter** – Staff Koo distributed a hard copy of the final letter for signatures. All in favor of signing. Chair Walker was previously granted permission to sign for Commissioner Dizon. Staff to coordinate separately with Commissioner Mercado for signature approval.
- **Illegal Scavenging** - Staff Koo reported that residents are directed to report scavenging incidents to the police business phone at 586-2400. Officers have been instructed to take appropriate action upon sightings. First time offenders are issued a warning. Those with previous offenses are issued a citation. The police department has identified two instances in which citations were issued.

In 2002, an officer observed a male taking an unknown number of plastic bottles and placing them into plastic bags in the Woodruff Ct area. Individual admitted that these items were taken from twenty different homes. Individual returned the recyclables and was cited. Citation amount was approximately \$76.00.

Second incident occurred in 2005 in the Lonetree Ct. area. Officer observed an individual taking at least two clear, plastic bottles from the recycling bin and placing them into a bag. Person had been warned on two previous occasions and was therefore cited. Citation was \$25 baseline with \$235.00 penalty assessment.

There are no expirations for citations.

- **4th of July Parade** - Staff Koo reported that the commission participated in this year's parade by constructing and placing a banner on BFI's antique garbage truck. Chair Walker and his son constructed the homemade sign which could be reused in future years. Pictures of the banner at the parade were distributed.
 - **Commissioner Business Cards** - Staff Nickel reported that the City Manager has determined that there will not be any business cards for RSRAC at this time.
 - **Water Conservation** – Staff Wong noted that during the recent drought years (1988-1993), an ordinance was passed that prohibited wasteful practices. When the drought was over, some of these practices were consolidated into the water conservation section of the municipal code. One such item is that water can only be served upon request in restaurants.
- ### 4. **Single-Stream Program Update** – Staff Wong reported that the City is moving forward to implement this program in March 2006. Information will be provided to the public regarding cart size (i.e. choice of either 64 or 96 gallon). Default size for recycling cart will be 64 gallons. BFI staff Reno reported that RSRAC was surveyed to get an impression of their suggestions and preferences. For example, Chair Walker's suggestion of "all in one" concept will be incorporated into the single-stream program.
- **Survey Results** Program name will be "Milpitas Recycles!". Recycling cart color will be similar to the existing garbage cart. However, a different color would be used for the lid to allow for easier identification by BFI drivers.

- **Status Update** Program logistics such as route changes, # of carts to order and potential locations with service issues will need to be addressed.

Commissioner Yung asked if Styrofoam was an acceptable recyclable material. BFI staff Reno reported that there is currently no market for this item so the material that is collected goes to the landfill. This practice can change depending on how the market shifts.

5. **2005 Household Hazardous Waste Mobile Event** – Staff Koo reported that the annual Household Hazardous Waste (HHW) event was held on Saturday, June 25 at the Milpitas High School parking lot. The mobile event provides a convenient disposal alternative for items such as paints, chemical solvents, and pesticides. The event attracted over 500 participants and over 40,000 lbs. of hazardous waste was collected. The HHW Hotline provides information on various events scheduled throughout Santa Clara County. This allows residents the opportunity to dispose of wastes at multiple locations throughout the year.

VII. STAFF ACTIVITIES

– Staff Koo highlighted a few events:

1. **Neighborhood Setout Notice** – Reported that the Milpitas Volunteer Partners (MVP) applied courtesy notices to residential recycling and garbage containers left out beyond the 12 hours following a collection day. The notices are removable stickers that provide information on proper setouts and times. The Pines is the first area to receive this information.
2. **Street Sweeping Doorhangers** – Reported that a two-sided doorhanger was distributed to residents during the week of July 11. One side provided information on reporting odor complaints. The reverse side provided information on neighborhood street sweeping schedules for July 2005 through February 2006. During March 2006, the new single-stream recycling service will begin and an updated street sweeping schedule will be distributed.

VIII. ROUNDTABLE/ANNOUNCEMENTS

- BFI staff Jeanne Mader announced a new promotional kit for commercial recycling accounts. The kits contained a button, banner, trash can sticker and postcard. There were two types of mailings: one for existing customers and another for potential customers. Goal was to put a “fresh face” on an existing program. The boxes were mailed on July 25.

IX. FUTURE AGENDA ITEMS

X. ADJOURNMENT

Motion to adjourn the meeting at 7:36 p.m.
M/S: Downey/Blake

Ayes: All

APPROVED MINUTES
CITY OF MILPITAS

Minutes: Regular meeting of Recycling and Source Reduction Advisory Commission
Meeting Date: October 25, 2005
Meeting Time: 7:00 p.m.
Meeting Place: Community Centers Rms. 7 & 8

- I. ROLL** The Chair Keith Walker called to order the Milpitas Recycling and Source Reduction Advisory Commission at 7:03 p.m. Commissioners Blake, Dizon, Mercado and Yung were present. Commissioner Ebnetter arrived at 7:08pm. BFI staff Norm Christensen and Jeanne Mader were also in attendance. Staff present were Darryl Wong, Marilyn Nickel and Elizabeth Koo.
- II. MINUTES** The minutes from the meeting of July 26, 2005.
- Motion to approve
M/S: Dizon/Blake Ayes: All
- III. PUBLIC INPUT**
San Francisco State University student was in the audience to observe the meeting proceedings for a class assignment.
- IV. ANNOUNCEMENTS**
Chair Walker introduced Norm Christensen as Allied/BFI's District Manager and Acting General Manager. Chair Walker announced a new commissioner, John Ebnetter. Chair Walker presented a certificate of reappointment to Commissioner Blake. Commissioner Downey's certificate of reappointment will be mailed.
- V. AGENDA** The agenda for this meeting was approved.
- Motion to approve the agenda as submitted.
M/S: Dizon/Mercado Ayes: All
- VI. OLD BUSINESS**
1. Single-Stream Program Update – Allied Staff Mader reported that a majority of residents will receive the 64-gallon recycling carts. Only 28% of those who returned a response card requested a 96-gallon cart. All recycling carts will be blue with a gray lid. Additional outreach material will be distributed as the start date of March 13, 2006 draws closer. Commissioner Dizon asked if there is an option to switch cart size. Mader replied that there will be a 90 day period before any switches can occur. Commissioner Yung asked when carts would be delivered to residents. Mader announced that carts would be delivered 3 weeks prior to the program start date however they may not be setout until March 13. Information on acceptable recyclables will be printed on the lids. Residents may keep current recycling tubs or place them in the cart to be recycled. Recycling carts will be replaced at no cost similar to the current practice with the garbage and yard trimmings carts.

2. 2003 Base Year Update – Staff Wong announced that the City’s diversion rate of 53% has been deemed as official by the California Integrated Waste Management Board (CIWMB). Still trying to determine the status of the 1% that relates to biomass credit.

VII. NEW BUSINESS

1. Odor Management – Staff Koo distributed summary of odor complaints which the City began collecting through the rapid notification system in October 2003. Overall complaints are lower. From January to September 2004, there were 204 complaints or an average of 23 complaints per month. For the same period in 2005, there were 129 complaints or an average of 14 complaints per month. Complaint information remains available to the public through the City’s website, cable channel, radio and flyers which are distributed at public counters at City Hall, Recreation Center and Public Works building. Chair Walker noted that the complaint levels appear lower however information on how to make complaints is now more widely known by the general public. Staff Wong reported that more complaints allows for more opportunity for feedback and allows odor generators to see what works.
2. 2001, 2002, 2003 Subtitle D – Staff Nickel made reference to regulations that require landfills to perform mandatory changes. Landfills submit these costs to the City for reimbursement. Determination of the 2001, 2002 and 2003 Subtitle D reimbursement was challenging as the 2005 rate negotiations was on-going at the same time. City staff decided to use best-guess estimates to keep the rates from spiking. The estimates appear to be good as there is only a \$40,000 credit adjustment required for the 2008 rates.

VIII. STAFF ACTIVITIES

– Staff Koo highlighted a couple of items:

1. Single-stream announcement postcard and one mailer with response card offering selection of 64 or 96-gallon recycling cart card were mailed to Milpitas residents. 43% of single-family households have responded. 28% of the respondents chose the 96-gallon cart. Those who do not respond will receive the 64-gallon cart.
2. On October 22, 2005 Allied Waste Services conducted a school beautification event at Curtner Elementary School with the assistance of city and MUSD staff and MVP volunteers. Allied Staff Mader reported that the City provided 70 volunteers along with Allied’s 12 volunteers. Event was finished by noon. Next year’s event to be held at Zanker Elementary. Chair Walker recognized that Allied provides funding and a considerable amount of effort and planning. Appreciates Allied’s efforts.

IX. ROUNDTABLE/ANNOUNCEMENTS

- Allied Staff Mader announced that the new recycling coordinator is Ramash Jaggi.
- Commissioner Mercado asked why Linda Gee and Dave Richardson were included on the distribution list. Staff Nickel believed that they have historically expressed interest in the city’s recycling efforts.
- Staff Koo announced that RSRAC commissioners have an opportunity to visit the Sunnyvale Materials Recovery and Transfer Station (aka SmaRT station). Transfer stations screen garbage for recyclable material that can be separated out and thereby decrease the amount of trash that ends up in the landfill. A tour of the facility is expected to last 1 ½ hours. Request by commissioners to hold the event after 3pm on a Friday in November.
- Commissioner Yung inquired on how the free e-waste event on Oct. 21 – 24 at the Santa Clara fairgrounds went. As this was funded by a private company (named Got E-Waste), the City did not have any information on this.

X. FUTURE AGENDA ITEMS

No requests.

XI. ADJOURNMENT

Motion to adjourn the meeting at 7:30 p.m.

M/S: Dizon/Blake

Ayes: All

APPROVED MINUTES
CITY OF MILPITAS

Minutes: Special meeting of Recycling and Source Reduction Advisory Commission
Meeting Date: November 18, 2005
Meeting Time: 3:00 p.m.
Meeting Place: Sunnyvale Transfer and Recovery (SMaRT) Station

- I. **ROLL** Commissioners John Ebnetter, Patrick Yung, Ed Blake and Romy Dizon were present. Staff present were Darryl Wong, Marilyn Nickel, and Elizabeth Koo. City of Sunnyvale staff Debi Sargent was present.

II. **TOUR OF SMaRT STATION**
BACKGROUND

The Sunnyvale Materials Recovery and Transfer (SMaRT) Station was built in 1993 through a cooperative partnership of the cities of Mountain View, Palo Alto and Sunnyvale. Installation cost for the facility was \$25 million in revenue bonds. Although this was originally planned as a garbage transfer station, it is now considered a “dirty” materials recovery facility (MRF).

After AB939, it was thought that materials recovery might be useful. The facility was divided into separate sections with half of the facility dedicated to recycling. Sorting is performed by some mechanical, but mostly manual means. The facility is able to recover an additional 18% of recyclables materials even though there are separate recycling programs in each of the participating cities. Revenues are shared with operators.

GARBAGE

Garbage is separated by size. Small particles have a large percentage of organic material. Food waste and green waste are placed in ag-bags for in-vessel composting. The facility produces approximately 500 tons per year at a cost of approximately \$30/ton.

GREEN WASTE

Green waste is either processed into compost or wood fuel. Yard trimmings and wood waste are collected for grinding and then sent to Z-Best Composting Facility in Gilroy for composting.

RECYCLING DROP-OFF/BUY BACK CENTER

Following items can be dropped off either for payment or at-no cost:

- CRV items such as beverage containers.
- Newspapers, computer papers, white and mixed paper.
- Universal waste items (e.g. batteries, fluorescent light bulbs, TV monitors) are accepted free of charge for residents from the three participating cities. It was reported that the state has been reimbursing for TV monitors since July.
- Used motor oil and motor oil filters.
- “Sharps” (such as needles, syringes, and lancets).
- Appliances are also accepted (refrigerants are removed).

Hazardous waste is not accepted but is sometimes found in the municipal solid waste. These are stored in a storage shed and removed by company called “Clean Harbor”.

COLLABORATIVE MANAGEMENT

There is a seven-year contract between the cities of Sunnyvale, Mountain View and Palo Alto with Smart Station-Green Team Zanker. Each city has an individual contract with the landfill. The operator and city are issued a joint permit to operate. This permit is similar to those issued to landfills. Contracts are renewed every seven years to ensure the purchase of new equipment. There is a cap replacement fund for mechanical equipment. Participating cities have a 30-year memorandum of understanding with each other.

FACILITY OPERATIONS

Internal operations are 5am – 10pm from Monday to Saturday (with 8-hour shifts on Saturday). There are 120 – 125 employees that are split among three shifts. Challenges are 1) to keep the place clean and 2) continuous preventative maintenance on equipment. Safety record is fairly good. Most common are repetitive injuries. There have been a couple of incidents of spontaneous combustion.

Incoming loads of residential and commercial garbage are dumped onto the tipping floor, where they are scanned by workers who pull out oversized or bulky items. A water misting and dust collection system is used on the sorting floor. Liquids that drain from the trash on the tipping floor are collected and treated elsewhere. Remaining garbage is separated through a series of mechanical shakers and manual sorting. Recyclable material that is recovered through the sorting process is compacted into bales for shipping both within and outside the U.S. For example, cardboard is shipped to the Pacific Northwest & China as mills in US have lower tolerance for contamination.

Not all material can be recycled through the material recovery process. For example, textiles such as rugs are sent into the waste stream. Compactors are used to condense the amount of residual municipal solid waste (MSW) before it is loaded onto a transfer truck. Approximately, 35 – 40 loads are sent daily to Kirby Canyon Landfill. This equates to 800 tons of MSW with 150 tons of source-separated material. Incoming MSW has dropped 22% over the last 3 years.

III. ADJOURNMENT